



SAN LUIS OBISPO COUNTY

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## DEPARTMENT OF PLANNING AND BUILDING

April 9, 2013

California Energy Commission  
Contracts, Grants and Loans Office; MS-18  
1516 Ninth Street, 1<sup>st</sup> Floor  
Sacramento, CA 95814

Enclosed is San Luis Obispo County's Grant Application for the subject Program Opportunity Notice (PON-12-403). The County has prepared this application according to the requirements of the PON. The grant application consists of the following:

Section 1

1. Proposal Cover Letter
2. Table of Contents
3. Application Form
4. Project Team

Section 2

1. Project narrative
2. Scope of Work
3. Budget Forms
4. Board of Supervisors resolution
5. CEQA compliance form

The County proposes to streamline the permitting of certain renewable energy projects through policy and ordinance revisions that prioritize renewable energy development in certain key areas of the county. The key areas will be identified by a general plan "combining designation" (or overlay) that will treat renewable energy projects as a priority land use. The key areas will be established through a comprehensive mapping program that will compile data sets on wind speed, slope, soil type, vegetation and infrastructure. The County will be assisted in identifying availability of electric system infrastructure by experts in the field.

The application proposes the use of one prime consultant for public outreach, assistance in preparing policy revisions, establishing combining designation selection criteria, streamlining ordinances and preparation of environmental review. Expertise with electric power distribution and transmission will be through a sub consultant.

Please contact the undersigned if you have any questions regarding the enclosed material.

Sincerely,  
  
James Caruso  
Program Manager

## **TABLE OF CONTENTS**

<b><u>Grant Submissions</u></b>	<b><u>Page No.</u></b>
Proposal Cover Letter	1
Table of Contents	2
Application Form	3
Project Team	5
Project Narrative	7
Scope of Work	17
Schedule	37
Budget Forms	41
Board of Supervisors Resolution: To Be Added by May 1, 2013	49
CEQA Compliance Form	51

# ATTACHMENT 1 PON APPLICATION FORM

This document provides the Energy Commission with basic information about the Applicant and its subcontractors. Each Applicant must complete, sign and include this attachment in its Application. The Title of the Authorized Representative must match the Title approved to serve as an Authorized Representative by the County Board in the Applicant's Authorizing Resolution.

<b>Applicant's Legal Name</b>	<b>Federal ID Number</b>
County of San Luis Obispo	95-6000939

<b>Proposed Term</b>	
<b>Start Date</b>	<b>End Date</b>
June / 30 / 2013	March / 31 / 2015

<b>Funding</b>	
<b>Amount of Funds Requested</b>	\$638,152.14
<b>Preference Points</b> <small>(See Chapter II of the Program Opportunity Notice, and only select those that apply)</small>	<input type="checkbox"/> Renewable Energy Element in General Plan with Multiple Technologies <input type="checkbox"/> Geothermal Element and Geothermal Development Experience

<b>Title of Project</b>
Renewable Energy Streamlining Program

<b>Project Location</b>
San Luis Obispo County

<b>Project Description (brief paragraph)</b>
<p>The County has developed policies that encourage the development of renewable energy in appropriate locations. The Conservation and Open Space Element of the General Plan calls for protection of renewable energy resource areas (such as solar, wind and geothermal) and streamlining of permitting for distributed generation. The proposed Streamlining Program will address three impediments to the efficiency consideration of renewable energy permitting: 1) lengthy environmental review, 2) compatibility with other resources and land uses and 3) mitigation for impacts to other resources. The streamlining program will revise county policies, revise ordinances related to renewable energy development and will create a renewable energy overlay or "combining" designation that prioritizes renewable energy development over other land uses. One consultant shall be retained to assist with several tasks including technical work to identify electric power transmission and distribution issues, stakeholder outreach, CEQA and development of cutting edge policies and regulations.</p>

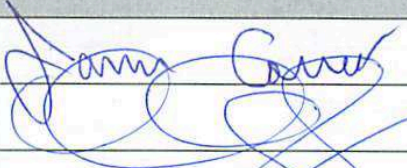
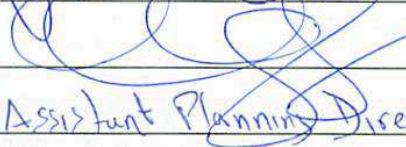

<b>California Environmental Quality Act (CEQA) Compliance</b>	
1. Is Contract considered a "Project" under CEQA? <input checked="" type="checkbox"/> Yes: skip to question 2 <input type="checkbox"/> No: complete the following (PRC 21065 and 14 CCR 15378): Explain why contract is not considered a "Project":	
2. If contract is considered a "Project" under CEQA, have you complied? <input checked="" type="checkbox"/> Yes (if so, provide documentation in application) <input type="checkbox"/> No	

<b>Applicant's Project Manager</b> <small>(serves as point of contact for all communications)</small>	
Name:	James Caruso
Address:	County of San Luis Obispo 976 Osos Street, Room 200
City, State, Zip:	San Luis Obispo, CA 93408
Phone/ Fax:	805 781-5702
E-Mail:	jcaruso@co.slo.ca.us

# ATTACHMENT 1 PON APPLICATION FORM

<b>Applicant Is</b>	
<input type="checkbox"/>	Private Company <i>(including non-profits)</i>
<input type="checkbox"/>	CA State Agency <i>(including UC and CSU)</i>
<input checked="" type="checkbox"/>	Government Entity <i>(i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)</i>

<b>Is Applicant subcontracting any services?</b>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
Consultant unknown at this time		

<b>Certifications:</b> I hereby authorize the California Energy Commission to make any inquiries necessary to verify the information I have presented in my Application.  I hereby certify to the best of my knowledge and belief that I have read, understand, and do hereby accept the terms and conditions contained in this PON package, including the provisions of the Agreement Terms and Conditions and, further, I am willing to enter into an agreement with the Commission to conduct the proposed project according to the terms and conditions without negotiation.  I hereby certify to the best of my knowledge that the information contained in this Application is correct and complete.			
Signature of Principal Investigator/ Project Manager		Date:	4-8-13
Signature of Authorized Representative		Date:	4-8-13
Name/Title of Authorized Representative			

## **Project Team**

### **Project Manager**

James Caruso, Senior Planner  
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### **Grant Budget Officer**

Wes Drysdale  
Department of Planning and Building  
979 Osos Street; Room 200  
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Tel # (805) 781-5702  
E-mail: [wdrysdale@co.slo.ca.us](mailto:wdrysdale@co.slo.ca.us)

Mr. Caruso will be the Project Manager for this grant work. Currently, Mr. Caruso is the Department's representative on the County's Energy Community of Interest (COI) and is responsible for monitoring the County's progress on reducing greenhouse gas emissions and energy efficiency improvements. Mr. Drysdale will be in charge of all project expenditures and will insure that all expenditures are compliant with approved scope of work and funding agreements.

### **Other Key Personnel**

Kami Griffin; Assistant Planning Director  
Department of Planning and Building  
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San Luis Obispo, CA 93408  
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Ms. Griffin is the Department's Assistant Director and is a member of the County's Executive Energy Committee. She will be responsible for inter-jurisdictional issues. Mike Wulkan will serve as the immediate supervisor of the grant team. He will be primarily in charge of quality assurance and quality control matters.

Jeff Legato; GIS  
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Trevor Keith, Energy Program Coord.  
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Mr. Legato will lead the mapping part of this project. Mr. Legato is familiar with the County's mapping in the Renewable Energy Secure Communities (RESCO) program funded by the CEC. Additionally, Mr. Legato has obtained solar mapping from the Renewable Energy Transmission Initiative (RETI) and wind resource maps from the National Oceanic and Atmospheric

Administration (NOAA). Mr. Keith is the County's Energy Program coordinator and administers energy efficiency program contracts with Southern California Gas and Pacific Gas and Electric.

Ellen Carroll  
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San Luis Obispo, CA 93408  
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San Luis Obispo, CA 93408  
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Ms. Carroll and Mr. McMasters will oversee portions of the EIR process.

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E-Mail: [lauchinachie@co.slo.ca.us](mailto:lauchinachie@co.slo.ca.us)

Ms Auchinachie will represent the Agriculture Department through the planning process. She will give input into stakeholder interviews, comment on the development of the streamlining program and keep the agricultural community advised of the program through the monthly meetings with the Agricultural Liaison Advisory Board.

#### Contractor Process

The County will retain a contractor for specific tasks identified in the Scope of Work. These tasks will include review of the County General Plan and ordinance documents; amending the Conservation and Open Space Element Energy chapter to more fully address renewable energy and to fulfill at least one evaluation criteria preferences; preparing ordinances that streamline renewable energy projects and to prepare a programmatic Environmental Impact Report that can be used for tiering subsequent environmental review.

The County has already completed a Request for Qualification (RFQ) process and has lists of contractors specializing in various key areas. The standard County contracting process will be used and includes preparation of a Request for Proposals (RFP), a selection committee, contractor ratings, potentially contractor interviews, and final selection of a contractor. Due to the short time frame for the grant, only pre-qualified contractors will be sent RFPs.

The County wishes to rely on a single contractor with the capabilities and talents to help revise the County's renewable energy policy, establish criteria and standards and for streamlined projects and to conduct CEQA analysis that can be used to tier subsequent environmental review.



## **Project Narrative**

### **County Background**

The County's Department of Planning and Building (the Department) will be chiefly responsible for this grant program. The Department is part of a multi-agency County organization referred to as the County's Energy Community of Interest (Energy COI). This COI also includes the County Administrative Office as chair, and member agencies Parks, Public Works and General Services. The purpose of the Energy COI is to consider County energy issues and pass on recommendations to the Executive Energy Steering Committee (EESC). The Department will work closely with the Energy COI to ensure that decisions regarding County-related energy issues are acted upon quickly and efficiently.

The County's vision for renewable energy development and conservation has been formalized in the County General Plan's Conservation and Open Space Element (COSE), adopted in 2010:

- A sustainable energy supply will include greater reliance on renewable energy sources such as solar and wind power. County operations are specifically targeted to pursue environmentally sustainable local energy supplies.
- An increase in the use of renewable energy resources will require some revisions to County ordinances and policies. The revisions will seek to facilitate the use of renewable energy such as wind, solar, geothermal and cogeneration.

COSE policies directly address the County's renewable energy vision. Energy efficiency and development of new, appropriate renewable sources are emphasized:

#### **Policy E 1.1 Meeting energy needs**

Meet our electricity needs through the following prioritized measures:

- a. Increased conservation and efficiency in all sectors of energy use.
- b. Development and use of locally appropriate sources of renewable resources from both distributed and large-scale projects. Examples include wind, tidal, wave, solar, microhydroelectric, biomass, and geothermal.
- c. Development of non-renewable sources of energy.

This grant application's purpose is expressed by the following COSE policies and their implementation strategies. They call for revision to policies and regulations, creation of a renewable energy designation, removal of barriers through a streamlined process and the use of incentives to assist in meeting these County policies:

**Policy E 6.1 Sustainable energy sources**

Promote the development of sustainable energy sources and renewable energy projects through streamlined planning and development rules, codes, processing, and other incentives.

***Implementation Strategy E 6.1.1 Eliminate obstacles to renewable energy use in the County.*** Revise County policies and regulations as needed by the end of 2010 to eliminate barriers to or unreasonable restrictions on the use of renewable energy.

**Policy E 6.8 Renewable Energy Resources**

Designate and protect areas that contain renewable energy resources such as wind, solar, geothermal, and small hydroelectric.

***Implementation Strategy E 6.8.1 Mapping of resources.*** Use state, federal, or other available data to map areas that contain renewable energy resources.

***Implementation Strategy E 6.8.2 Renewable energy combining designation.*** Amend the Framework for Planning, the Area Plans, and the Land Use Ordinance (LUO) by establishing and applying a Renewable Energy (RE) combining designation based on the mapping in Energy Implementation Strategy 6.8.1. The RE designation and implementing LUO standards are to:

- a. Encourage the development of renewable energy while maintaining a high level of environmental quality;
- b. Avoid areas that are not appropriate for renewable energy due to existing incompatible uses; and
- c. Protect areas of renewable energy resources, as well as existing and expanding renewable energy projects, from encroachment by incompatible land use categories and development.

**Policy E 6.2 Commercial solar and wind power and other renewable energy systems**

Encourage and support the development of solar and wind power and other renewable energy systems as commercial energy enterprises.

***Implementation Strategy E 6.2.1 Review of large solar projects***

Evaluate large-scale commercial solar projects (i.e. over 10 MW) to favor technologies that maximize the facility's power production and minimize the physical effects of the project. Physical effects include, but are not limited to, noise, area of land disturbance and water use.

***Implementation Strategy E 6.2.2 Encourage development of wind power facilities.*** Encourage the development of wind power in areas where wind



speeds make commercial wind power feasible. Focus should be placed on locations near existing power facilities and existing transmission lines.

**Implementation Strategy E 6.2.3 Use of disturbed sites.** Examine the potential for use of previously disturbed sites such as former mine sites, or disturbed urban areas such as parking lots.

**Implementation Strategy E 6.2.4 Use of existing energy generating sites.** Collaborate with local and State agencies and energy facility operators to develop renewable energy resources at existing energy generating sites.

During development of the COSE and the EnergyWise Plan (climate action plan), the County committed to play a lead role in achieving energy efficiency, deploying renewable energy projects and reducing greenhouse gas emissions. The following COSE policies help reinforce the County's commitment to its own renewable energy vision:

**Policy E 1.3 Renewable energy and County facilities**

Seek to use renewable energy to power County facilities.

**Implementation Strategy E 1.3.1 Use of renewable energy at County facilities.** Retrofit existing County facilities with appropriate renewable energy and clean technologies such as L.E.D. lighting, solar, wind, biofuel, cogeneration, and fuel cells.

**Implementation Strategy E 1.3.4 Renewable Energy and Clean Distributed Generation Plan.** Upon identification of a baseline and target for the County's use of renewable sources for energy use in County facilities, develop a plan to achieve the 2020 target.

The County jurisdiction extends from the coast eastward to the Carissa Plain and California Valley. Two large utility scale solar facilities were recently permitted and are under construction in the eastern part of the county. These facilities required local land use permits, CEQA review as well as approval by state and federal wildlife officials.

The County has experience working on Habitat Conservation Plans. We are in the process of developing a multi-species Habitat Conservation Plan for the coastal community of Los Osos. Although Los Osos is a relatively small geographic area, it has a great diversity of plant and wildlife species. The HCP area is known or potential habitat for 89 special status plant and animal species (54 animals and 35 plants and lichens), including eleven federally listed animals, of which four are also state listed; two animals which are state listed, but not federally listed; seven federally listed plants, of which four are also state listed; and one state listed plant which is not federally listed. The County is working in collaboration with the California Department of Fish and Wildlife, California Coastal Commission, and United States Fish and Wildlife Service.

In addition, major public and private landowners, such as the Morro Bay National Estuary Program, California State Parks, and San Luis Coastal Resource Conservation District have been participating in the development of this HCP.

The County is working on another Habitat Conservation Plan/Natural Community Conservation Plan (HCP/NCCP) in the northeastern portions of San Luis Obispo County, including the City of Paso Robles. This area is under increasing development pressures that include residential and commercial development, expansion and/or more intensive agricultural uses, and renewable energy development. These projects are likely to affect the federally endangered and state threatened San Joaquin kit fox (*Vulpes macrotis mutica*). We are working with the City of Paso Robles, the United States Fish and Wildlife Service, and the California Department of Fish and Wildlife on a regional HCP/NCCP for the San Joaquin kit fox and other species associated with grassland habitat in the northeast portion of the county, which covers approximately the distribution of the San Joaquin kit fox.

The County has wide experience in the development and implementation of energy and resource conservation rules and policies. The County General Plan Conservation and Open Space Element includes an Energy Chapter that separately addresses renewable energy development. The key policies are highlighted above. It is the fine tuning and implementation of these policies that this grant application seeks to fund.

The County also has experience with environmental mitigation programs for larger renewable energy development. We wish to offer our experiences with two large-scale commercial solar projects, the 250 MW California Valley Solar Ranch (CVSR) and the 550 MW Topaz Solar project.

While concerted efforts were made throughout the permitting process to revise these two solar projects to reduce their impacts, Topaz required 133 land use permit conditions and CVSR required 149. Most of these addressed environmental constraints. This has added substantial time and costs to the project's construction. For example, the County has contracted out for County monitoring services that will cost over \$1 million to verify compliance of all of these conditions for both projects.

Based on our experience with the two solar projects, the following is an example of a specific environmental impact--biological resources--and its requirements and costs. This discussion could easily apply to several other environmental issue areas as well.

To address biological resources, each of the solar companies has: 1) prepared detailed 'plans' on individual sensitive species, with the intent to minimize impacts and 2) retained many specialized biologists to be on site daily or dedicated to: prepare pre-construction surveys, install and maintain protection measures, relocate sensitive wildlife, prepare reports documenting their daily observations, and attend regular communication efforts (conference calls) with the County and other resource agencies. While specific financial information is not readily available from the companies, we do know that for one of the projects, about 40 'full time

equivalent' biologists are currently conducting biological work for the project. Using a conservative average of \$100/hour translates to about \$32,000/day or \$8 million/year (five-day work week). This estimate should be considered rough and only represents a portion of the overall biological monitoring costs.

When certain sensitive resources have been found during construction, such as a kit fox natal den establishing itself seasonally, temporary buffers are established that have sometimes interfered with the construction work plan. Had more information been available at a countywide level when the applicant began looking for suitable lands, such as for potential or known presence of sensitive biological species, less sensitive or constrained sites could have been pursued early on by the solar company and resulted in reduced impacts, reduced conditions, reduced redesigns, and reduced need for monitoring and oversight. The creation of countywide data/constraint layers would be an ideal way to help direct future renewable development towards the least constrained areas within the County.

### **Planning and Conservation**

The County's experience with large and smaller-scale renewable energy facilities permitting has resulted in an understanding of the impediments to resource development. We have found that the primary impediments to renewable energy development are:

- Uncertainties involved in the process, resource conflicts, mitigation requirements and a lack of clear standards to address these issues.
- Lack of understanding of renewable resource locations.
- Loss of agricultural land and mitigation for that loss.
- Local controversy over specific sites.
- Discretionary permit findings that give renewable energy development a lower priority than other resource protections.
- Lengthy CEQA analyses and extensive and expensive mitigation.

Existing County regulations are problematic. County ordinances have no special standards, permit levels, definitions or direction to guide renewable energy applications. As a result, it is difficult to encourage these important projects; with no guidance, it is difficult to even assess the difficulties inherent with specific sites. This lack of guidance also places proposed projects in conflict with the need to protect other local resources such as agricultural land and biological resources. Special and specific standards would remove these hurdles.

The County's experience with two large utility-scale solar facilities also shows that CEQA can be an impediment to the efficient permitting of renewable energy projects. As mentioned above, the EIRs prepared for the solar projects took 24 months and resulted in hundreds of expensive conditions of approval. In addition, the County's mitigation monitoring costs exceeded \$1 million.

As we explain above, the creation of countywide data/constraint layers would be an ideal way to help direct future renewable development towards the least constrained areas within the County. This mapping program, along with mapping of important infrastructure and users is one of the keys to our proposed program.

As described above, the County established special policies in the County General Plan in 2010 to address renewable energy development. These policies seek to address the impediments to renewable energy development. The general plan policies have set up a framework that now depends on an implementation phase to consist of preparing ordinance revisions, master environmental assessments and a special overlay designation.

The impediments described above will be addressed through a three-part program to consist of:

1. Resource and infrastructure and conditions mapping
2. Revised renewable energy policies and implementing regulations, including creation of an overlay area or "combining designation" for resource areas meeting approved criteria
3. Preparation of an Environmental Impact Report to address potential environmental impacts of the program

#### Key project components

*Resource, Infrastructure and Conditions Mapping Program:* One of the keys to the success of this program is to identify locations of infrastructure needed to support renewable energy development. While it is important to know where the most favorable renewable energy potential is located, the availability of the infrastructure to connect the new power to the grid is equally if not more important. The mapping work will lead to creation of the Renewable Energy (RE) combining designation (zoning overlay). These mapped areas will be part of the County General Plan and will identify the confluence of resource opportunities, constraints and availability of infrastructure. The criteria used to select these RE areas will be determined with the help of industry and other expertise gained through the stakeholder outreach process, together with in-house expertise in environmental constraints/development suitability modeling.

*Request For Proposals:* The County recognizes that the time frame for completing this work is very limited. We propose to utilize one consultant contract that will perform several of the proposed tasks. The Stakeholder outreach, streamlining program, CEQA and some of the hearing tasks will be the responsibility of our consultant. An RFP will be released very early in the process so that a consultant contract can be approved by August 2013. We expect a single firm to provide all the expertise with the exception of electrical power transmission and distribution analysis.

*Stakeholder Outreach:* Stakeholders in this program include the renewable energy industry, individuals and organizations interested in distributed generation, community advisory groups, agriculturalists, cities, special districts, schools and major power users. The Department will consult with stakeholders from industry, interested parties, and the environmental community to

help guide the program. In-depth, focused and facilitated individual and group interviews will be used to identify stakeholder attitudes, needs and program direction. Final interviews will be held to allow for an exchange of ideas, discussion among stakeholders and to inform the final streamlining program.

**General Plan Policy Development:** While the County has added many general plan policies that address renewable energy development, additional policy work remains to be done. The COSE renewable energy policies and strategies must be reviewed and more focused streamlining language needs to be adopted. The Framework For Planning (Part I of the Land Use Element) and Agriculture Element of the County General Plan need to be amended to describe the special status of and priority for renewable energy development. The new general plan policies will clarify and ensure that in the RE combining designations, renewable energy projects meeting specified criteria will be a priority use.

**Ordinance Development:** The work to revise the County's ordinances includes creation of a tiered approach to renewable energy development. The approach is similar to the California County Planning Director's model solar ordinance. In the County's case, the specific work includes creation of new allowable use matrices, creation of a new RE combining designation and development of standards prioritizing renewable energy development in areas mapped as an RE designation. Renewable energy development will be considered in tiers similar to the model ordinance done by the California Counties Planning Director Association (CCPDA).

**Combining Designation Development:** The County General Plan includes combining designations that identify important natural resources. The existing combining designations include Extractive resources (sand and gravel mining and mineral resources), sensitive resource areas addressing significant visual and biological resources, geologic areas identifying significant geologic risks and historical areas that identify important historical and cultural resources. The RE combining designation will be the areas recognized for renewable energy development. Other development in the RE would have to show it is compatible with renewable energy development.

**CEQA:** The County will prepare a draft and Final EIR for the General Plan and ordinance revisions. The County will prepare a Notice of Preparation at the same time as a contractor selection process is begun. In the interests of time, the contractor selection process will be shortened so that a contractor is involved in the general plan and ordinance revision process and during the first stages of the Resource, Infrastructure and Conditions Mapping Program.

The EIR's project area will be informed by the results of the Resource, Infrastructure and Conditions Mapping Program and the extent of the new Renewable Energy Combining Designation. The EIR will contain site level environmental analyses of the proposed RE combining designations and alternative RE combining designation locations. In order for this environmental review to be useful in the streamlining program, the EIR will have to be detailed enough to use for subsequent projects. This level of review of a project area and alternative areas results in high EIR costs as reflected in the budget information.

**Public Hearings:** The County standard public hearing process for major general plan amendments and ordinance amendments will be followed. Once the comment period on the Draft EIR is completed, staff (or contractor) will respond to comments and prepare a Final EIR. Public hearing notices will be sent to interested parties and other key participants. The Planning Commission will hold a hearing to consider the general plan amendments, ordinance revisions and the Final EIR. The Planning Commission will make a recommendation on the program to the Board of Supervisors.

The Board of Supervisors will then hold its own public hearing and will consider the Planning Commission's recommendation, public testimony and the information in the Final EIR. The Board of Supervisors will render a final decision on the general plan and ordinance revisions and will certify the Final EIR.

We have also proposed four status reports or study sessions before the Planning Commission and Board of Supervisors. These periodic check-ins or study sessions will help keep the program on course and will also reduce the learning curve needed by the decision making bodies when the hearing process starts. The study sessions will be attended by staff and technical consultants as needed.

The proposed policies and rules will result in an expedited approval process for eligible renewable energy facilities. Currently, it could take upwards of 12-18 months to permit a 40-acre solar project. Also, the project could stand a good chance of either being denied or conditioned to the point that the project is not feasible. The streamlined process will assure that the proposed renewable energy project is treated as a priority land use in the RE combining designation area. Denial of the proposed project or approval with dozens of conditions that result in a financially infeasible project would be unlikely to occur under the proposed streamlining regulations. Also, the 12-18 month time frame could be shortened to as little as 120 days if the program EIR is adequate for project-level review.

The proposed project is consistent with Government Code section 65041.1b.

- (b) To protect environmental and agricultural resources by protecting, preserving, and enhancing the state's most valuable natural resources, including working landscapes such as farm, range, and forest lands, natural lands such as wetlands, watersheds, wildlife habitats, and other wildlands, recreation lands such as parks, trails, greenbelts, and other open space, and landscapes with locally unique features and areas identified by the state as deserving special protection.

The main natural resources in the county are prime agricultural soils; biological resources associated with streams, rivers and riparian areas; sensitive resource areas containing scenic vistas; wildlands; geological resources such as sand and gravel; and some biological habitats containing sensitive species.

The proposed project will map resources in areas of the county that are appropriate for renewable energy. At the same time, the natural resources of the county will be protected through incorporation into the constraints mapping in Task 3 in the Scope of Work (Resource, Infrastructure and Constraints Mapping).

### **Leverage and Collaboration**

The County proposes to use and leverage the following resources:

1. Renewable Energy Secure Communities (RESCO) mapping of renewable energy resources.
2. County-developed environmental constraints and development suitability models with adjustable values and weights for an array of physical, environmental and other factors.
3. County General Plan policies in the Conservation and Open Space Element (COSE) that call for mapping of renewable energy resource areas and creation of a combining designation to protect renewable resources from incompatible development.
4. Existing Extractive Resource Area (EX and EX<sub>1</sub>) combining designations in the County General Plan that can serve as a model for a new Renewable Energy (RE) combining designation.
5. The California County Planning Director's Association Solar Energy Facility Permit Streamlining Guide.
6. National Oceanic and Atmospheric Administration (NOAA) wind speed mapping.
7. The expertise of the local green energy cluster of the Economic Vitality Corporation.
8. Solar mapping in the Renewable Energy Transmission Initiative (RETI).

The County will collaborate with key stakeholders through an intensive facilitated individual and group interview program. Results of key stakeholder interviews will be considered by stakeholders and any conflicts addressed. The consultant retained by the County will have a large role in the stakeholder interview process.

Other local governments will be apprised of the work done under this grant. The County will share the progress and results of the process with the cities and special districts in the county.

### **Expected Benefits**

The fiscal analysis for the California Valley Solar Ranch (550 MW) project is used as the basis for the following estimated economic benefits (based on 100 MW of renewable energy):

- 35-70 daily jobs during construction, plus other indirect jobs induced through increased activity in the County
- \$2.6 million in local spending over three years
- \$12 million in local economic output
- 4-6 permanent jobs
- \$2 million in sales and transaction taxes and fees over three years
- Less than \$50,000 in property taxes annually





**SCOPE OF WORK****TECHNICAL TASK LIST**

<b>Task #</b>	<b>Task Name</b>
1	Administration
2	Project Management
3	Resource, Infrastructure and Constraints Mapping
4	Stakeholder Outreach
5	Prepare Draft Streamlining Program
6	CEQA
7	Public Hearings

**KEY NAME LIST**

<b>Task #</b>	<b>Key Personnel</b>	<b>Key Subcontractor(s)</b>	<b>Key Partner(s)</b>
1	James Caruso Wes Drysdale Mike Wulkan		
2	James Caruso Mike Wulkan Ellen Carroll Ryan Foster		
3	Jeff Legato Jennifer Jimenez Ryan Foster James Caruso Mike Wulkan Lynda Auchinachie Trevor Keith	Consultant	Economic Vitality Corporation Agricultural Liaison Advisory Board Community Advisory Councils
4	James Caruso Mike Wulkan Kami Griffin Lynda Auchinachie	Consultant	PG&E Green Energy Cluster
5	James Caruso Mike Wulkan Kami Griffin Lynda Auchinachie	Consultant	
6	James Caruso Mike Wulkan Steve McMasters Trevor Keith Ellen Carroll	Consultant	
7	James Caruso Mike Wulkan Kami Griffin Steve McMasters	Consultant	Stakeholders

**SCOPE OF WORK****GLOSSARY**

Specific terms and acronyms used throughout this scope of work are defined as follows:

<b>Term/ Acronym</b>	<b>Definition</b>
COSE	Conservation and Open Space Element
CPR	Critical Project Review
EVC	Economic Vitality Corporation
GIS Featureclass	Homogeneous collections of common features, each having the same spatial representation, such as points, lines, or polygons, and a common set of attribute columns, for example, a line feature class for representing road centerlines. The four most commonly used feature classes in the geodatabase are points, lines, polygons, and annotation (the geodatabase name for map text).
RE	Renewable Energy
RFP	Request For Proposals

**Problem Statement:**

Development of renewable energy facilities is encouraged by both state and local policy documents. The County General Plan aligns with this emphasis on renewable energy, reduction in greenhouse gas emissions and increases in energy efficiency. However, in order to implement policies encouraging development of eligible renewable energy projects, additional mapping of resources and constraints is needed. Streamlining of development of renewable energy facilities through ordinances and policies that favor this development will result in the approval and construction of more renewable energy projects in less time.

**Goals of the Agreement:**

The goal of this Agreement is to create a program of resource and constraints mapping, policy and ordinance revisions and environmental review that will result in streamlining of renewable energy permitting. The mapping work will identify areas with sufficient infrastructure, favorable renewable energy resources and fewest constraints to support renewable energy projects.

**Objectives of the Agreement:**

The objectives of this Agreement are to identify, through mapping of resources, constraints and infrastructure, those areas that can support renewable energy development. In addition, the County General Plan will be amended to identify these mapped areas as appropriate for renewable energy development and to promote their use as such. To implement the County General Plan, County ordinances will be revised to create standards to prioritize development of renewable energy facilities in these mapped areas that will be referred to as renewable energy (RE) combining designations.

## SCOPE OF WORK

### TASK 1 ADMINISTRATION

#### Task 1.1 Attend Kick-off Meeting

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement.

**The Recipient shall:**

- Attend a "Kick-Off" meeting with the Commission Project Manager, the Grants Officer, and a representative of the Accounting Office. The Recipient shall bring its Project Manager, Agreement Administrator, Accounting Officer, and others designated by the Commission Project Manager to this meeting. The administrative and technical aspects of this Agreement will be discussed at the meeting. Prior to the kick-off meeting, the Commission Project Manager will provide an agenda to all potential meeting participants.

The administrative portion of the meeting shall include, but not be limited to, the following:

- Discussion of the terms and conditions of the Agreement
- Discussion of Critical Project Review (Task 1.2)
- Permit documentation (Task 1.6)
- Discussion of subcontracts needed to carry out project (Task 1.7)

The technical portion of the meeting shall include, but not be limited to, the following:

- The Commission Project Manager's expectations for accomplishing tasks described in the Scope of Work
- An updated Schedule of Products
- Discussion of Progress Reports (Task 1.4)
- Discussion of Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
- Discussion of the Final Report (Task 1.5)

The Commission Project Manager shall designate the date and location of this meeting.

**Recipient Products:**

- Updated schedule of products
- Updated list of permits

**Commission Project Manager Product:**

- Kick-off meeting agenda

#### Task 1.2 Critical Project Review (CPR) Meetings

The goal of this task is to determine if the project should continue to receive Energy Commission funding to complete this Agreement and to identify any needed modifications to the tasks, products, schedule or budget.

## SCOPE OF WORK

CPRs provide the opportunity for frank discussions between the Energy Commission and the Recipient. The Commission Project Manager may schedule CPRs as necessary, and CPR costs will be borne by the Recipient.

Participants include the Commission Project Manager and the Recipient and may include the Commission Grants Officer, staff from the Efficiency and Renewable Energy Division, other Energy Commission staff and Management as well as other individuals selected by the Commission Project Manager to provide support to the Energy Commission.

**The Commission Project Manager shall:**

- Determine the location, date, and time of each CPR meeting with the Recipient. These meetings generally take place at the Energy Commission, but they may take place at another location.
- Send the Recipient the agenda and a list of expected participants in advance of each CPR. If applicable, the agenda shall include a discussion on permits.
- Conduct and make a record of each CPR meeting. One of the outcomes of this meeting will be a schedule for providing the written determination described below.
- Determine whether to continue the project, and if continuing, whether or not modifications are needed to the tasks, schedule, products, and/or budget for the remainder of the Agreement. Modifications to the Agreement may require a formal amendment (please see section 8 of the Terms and Conditions). If the Commission Project Manager concludes that satisfactory progress is not being made, this conclusion will be referred to the Lead Commissioner for Renewables for his or her concurrence.
- Provide the Recipient with a written determination in accordance with the schedule. The written response may include a requirement for the Recipient to revise one or more product(s) that were included in the CPR.

**The Recipient shall:**

- Prepare a CPR Report for each CPR that discusses the progress of the Agreement toward achieving its goals and objectives. This report shall include recommendations and conclusions regarding continued work of the projects. This report shall be submitted along with any other products identified in this scope of work. The Recipient shall submit these documents to the Commission Project Manager and any other designated reviewers at least 15 working days in advance of each CPR meeting.
- Present the required information at each CPR meeting and participate in a discussion about the Agreement.

**Commission Project Manager Products:**

- Agenda and a list of expected participants
- Schedule for written determination
- Written determination

**Recipient Product:**

- CPR Report(s)

## SCOPE OF WORK

### Task 1.3 Final Meeting

The goal of this task is to closeout this Agreement.

**The Recipient shall:**

- Meet with Energy Commission staff to present the findings, conclusions, and recommendations. The final meeting must be completed during the closeout of this Agreement.

This meeting will be attended by, at a minimum, the Recipient, the Commission Grants Office Officer, and the Commission Project Manager. The technical and administrative aspects of Agreement closeout will be discussed at the meeting, which may be two separate meetings at the discretion of the Commission Project Manager.

The technical portion of the meeting shall present an assessment of the degree to which project and task goals and objectives were achieved, findings, conclusions, recommended next steps (if any) for the Agreement, and recommendations for improvements. The Commission Project Manager will determine the appropriate meeting participants.

The administrative portion of the meeting shall be a discussion with the Commission Project Manager and the Grants Officer about the following Agreement closeout items:

- What to do with any equipment purchased with Energy Commission funds (Options)
- Energy Commission's request for specific "generated" data (not already provided in Agreement products)
- "Surviving" Agreement provisions
- Final invoicing and release of retention
- Prepare a schedule for completing the closeout activities for this Agreement.

**Products:**

- Written documentation of meeting agreements
- Schedule for completing closeout activities

### Task 1.4 Monthly Progress Reports

The goal of this task is to periodically verify that satisfactory and continued progress is made towards achieving the objectives of this Agreement on time and within budget.

The objectives of this task are to summarize activities performed during the reporting period, to identify activities planned for the next reporting period, to identify issues that may affect performance and expenditures, and to form the basis for determining whether invoices are consistent with work performed.

**The Recipient shall:**

- Prepare a Monthly Progress Report which summarizes all Agreement activities conducted by the Recipient for the reporting period, including an assessment of the ability to complete the Agreement within the current budget and any

## SCOPE OF WORK

anticipated cost overruns. Each progress report is due to the Commission Project Manager within 10 days of the end of the reporting period. The recommended specifications for each progress report are contained in Section 6 of the Terms and Conditions of this Agreement.

- In the first Monthly Progress Report and first invoice, document and verify match expenditures and provide a synopsis of project progress, if match funds have been expended or if work funded with match share has occurred after the notice of proposed award but before execution of the grant agreement. If no match funds have been expended or if no work funded with match share has occurred before execution, then state this in the report. All pre-execution match expenditures must conform to the requirements in the Terms and Conditions of this Agreement.

### **Product:**

- Monthly Progress Reports

### **Task 1.5 Final Report**

The goal of the Final Report is to assess the project's success in achieving its goals and objectives, as described in the recipient's Scope of Work, and providing energy-related and other benefits to California.

The objectives of the Final Report are to clearly and completely describe the project's purpose, approach, activities performed, and results; to present a public assessment of the success of the project as measured by the degree to which goals and objectives were achieved; to make insightful observations based on results obtained; to draw conclusions; and to make recommendations for further projects and improvements to the project management processes.

The Final Report shall be a public document.

### **The Recipient shall:**

- Prepare an Outline of the Final Report.
- Prepare a Final Report following the approved outline and the latest version of the Final Report guidelines which will be provided by the Commission Project Manager. The Commission Project Manager shall provide written comments on the Draft Final Report within fifteen (15) working days of receipt. The Final Report must be completed at least 60 days before the end of the Agreement Term.
- Submit one bound copy of the Final Report with the final invoice.

### **Products:**

- Draft Outline of the Final Report
- Final Outline of the Final Report
- Draft Final Report
- Final Report



## SCOPE OF WORK

### Task 1.6 Identify and Obtain Required Permits

The goal of this task is to obtain all permits required for work completed under this Agreement in advance of the date they are needed to keep the Agreement schedule on track.

Permit costs and the expenses associated with obtaining permits are not reimbursable under this Agreement. Although the Energy Commission budget for this task will be zero dollars, the Recipient shall budget match funds for any expected expenditures associated with obtaining permits. Permits must be identified in writing and obtained before the Recipient can make any expenditure for which a permit is required.

#### The Recipient shall:

- Prepare a letter documenting the permits required to conduct this Agreement and submit it to the Commission Project Manager at least 2 working days prior to the kick-off meeting. If there are no permits required at the start of this Agreement, then state such in the letter. If it is known at the beginning of the Agreement that permits will be required during the course of the Agreement, provide in the letter:
  - A list of the permits that identifies the:
    - Type of permit
    - Name, address and telephone number of the permitting jurisdictions or lead agencies
  - The schedule the Recipient will follow in applying for and obtaining these permits.
- Discuss the list of permits and the schedule for obtaining them at the kick-off meeting and develop a timetable for submitting the updated list, schedule and the copies of the permits. The implications to the Agreement if the permits are not obtained in a timely fashion or are denied will also be discussed. If applicable, permits will be included as a line item in the Progress Reports and will be a topic at CPR meetings.
- If during the course of the Agreement additional permits become necessary, provide the appropriate information on each permit and an updated schedule to the Commission Project Manager.
- As permits are obtained, send a copy of each approved permit to the Commission Project Manager.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the Commission Project Manager within 5 working days. Either of these events may trigger an additional CPR.

#### Products:

- Letter documenting the permits or stating that no permits are required
- A copy of each approved permit (if applicable)
- Updated list of permits as they change during the term of the Agreement (if applicable)
- Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)

## SCOPE OF WORK

### Task 1.7 Obtain and Execute Subcontracts

The goal of this task is to ensure quality products and to procure subcontracts required to carry out the tasks under this Agreement consistent with the terms and conditions of this Agreement and the Recipient's own procurement policies and procedures. It will also provide the Energy Commission an opportunity to review the subcontracts to ensure that the tasks are consistent with this Agreement, that the budgeted expenditures are reasonable and consistent with applicable cost principles.

**The Recipient shall:**

- Manage and coordinate subcontractor activities.
- Submit a draft of each subcontract required to conduct the work under this Agreement to the Commission Agreement Manager for review.
- Submit a final copy of the executed subcontract.
- If Recipient decides to add new subcontractors, it shall notify the Commission Agreement Manager.

**Products:**

- Draft subcontracts
- Final subcontracts

## TECHNICAL TASKS

### TASK 2 PROJECT MANAGEMENT

The goal of this task is for the recipient to manage staff and consultant activities throughout the life of the grant.

#### Task 2.1 Kick off Meeting

The goal of this task is to introduce team members to the program, schedule and process and to discuss ways to keep on schedule.

**The Recipient shall:**

- Hold an initial kick off meeting with department staff, outside agencies and key partners. Discussion shall include project process and time frames, availability of needed data, identification of government involvement and required early consultation and initial identification of stakeholders.

**Products:**

- Meeting agenda
- Meeting notes

#### Task 2.2 Team Meetings

The goal of this task is to schedule and hold regular team meetings to keep all team members apprised of the program status, schedule issues and new information.

## SCOPE OF WORK

### The Recipient shall:

- Hold bi-weekly meetings with key staff, outside agencies and key partners. Problems, opportunities and time frame issues will be discussed and decisions made. Special attention shall be given to the time schedule to ensure the grant end date is met.

### Products:

- Meeting agenda
- Meeting notes

### Task 2.3 Issue RFP for Consultant Services

The goal of this task is to retain a single consultant for outreach, infrastructure mapping, CEQA review, and streamlining program through a competitive RFP process.

### The Recipient shall:

- Prepare an RFP for consultant services, including a detailed scope of work and project description. The RFP will specifically seek consultants that are particularly knowledgeable about CEQA, renewable energy projects, power infrastructure, general plan policies and regulations, public outreach and environmental review. The use of sub-consultants is allowed and expected for the infrastructure tasks.
- Distribute the RFP to a list of qualified consultants. The RFP and consultant selection process will be conducted in a manner consistent with the both the County's and CEC's procurement procedures.
- Enter into a contract with the selected consultant through approval by the County Board of Supervisors. In addition to the Recipient's standard language, the contract will include any special provisions required by CEC.

### Products:

- Request for Proposals
- RFP Distribution List
- Consultant Proposals
- Contract with Selected Consultant

## TASK 3 RESOURCE, INFRASTRUCTURE AND CONSTRAINTS MAPPING

The goal of this task is to utilize GIS technology to map renewable energy resources and their potential within the county. Mapping would also include existing infrastructure related to renewable energy development and land-based constraints to development of renewable energy facilities. Products would include GIS featureclass data layers, a GIS constraints analysis, and a mapping report and presentation graphics.

### Task 3.1 Mapping of renewable energy resources

The goal of this task is to survey available wind and solar energy-related mapping resources and infrastructure, and, if necessary investigate creation of additional required GIS resources.

## SCOPE OF WORK

### The Recipient shall:

- Survey available mapping of renewable energy resources related to wind, solar and geothermal and develop GIS Featureclasses related to identified renewable energy resources. The County will work to secure a featureclass that would show the average wind speeds for geographic regions within the County. The County will also work to locate or develop a map showing areas that are suitable for solar and geothermal development based on selected criteria to be determined. Such criteria might include slope, lot size, vegetation, soil class, etc.

### Products:

- GIS Featureclasses related to identified renewable energy resources.

### Task 3.2 Mapping of needed infrastructure. [Consultant]

### The Recipient shall:

- Prepare maps of important infrastructure locations. GIS Featureclasses will be developed that will identify existing infrastructure related to potential renewable energy resources. Such infrastructure could include roads, powerlines, and PG&E substations.

### Products:

- GIS Featureclasses will be developed that will identify existing infrastructure related to potential renewable energy resources.

### Task 3.3 Prepare a constraints analysis. [Consultant and County]

### The Recipient shall:

- Prepare an analysis and maps showing the locations of natural constraints that could affect the suitability for potential renewable energy-related resource development. Such constraints could include prime soils, public land, flood zones, slopes, etc.

### Products:

- GIS-based constraints map related to potential renewable energy resources.

### Task 3.4 Establishing criteria for renewable energy development location [Consultant and County]

### The Recipient shall:

- Prepare an analysis of resource and constraints mapping and develop criteria for choosing areas for combining designations. GIS Featureclasses will be developed that will identify existing infrastructure related to potential renewable energy resources. Such infrastructure could include roads, powerlines, and PG&E substations.

## SCOPE OF WORK

### Products:

- A set of criteria for locating renewable energy development to present to stakeholders for discussion.

### TASK 4 STAKEHOLDER OUTREACH

The goals of this task are to ensure that: 1) the process to amend general plan policies and ordinances is open and transparent; 2) the opinions and views of persons knowledgeable about renewable energy are gathered, discussed and considered; and 3) the opinions and views of persons knowledgeable about and interested in natural resources are gathered, discussed and considered.

#### **Task 4.1 Establish an e-mail list of interested parties and stakeholders, create a web page for dissemination of information and provide initial content.**

The goal of this task is to create an expandable electronic contact list that is simple to use and maintain and to inform interested parties of the grant work.

#### **The Recipient shall:**

- Create a database of interested individuals starting with existing lists. Stakeholder individuals and organizations shall be contacted and the list expanded as needed. E-mail blast with link to recent information on the web page shall be periodically sent to the list.
- Create and maintain a program web page linked from the county website
- Use the web page to keep stakeholders updated on program status, announce upcoming meetings, and provide materials in advance of meetings, interviews and other key events.
- Provide in-person updates to key stakeholder groups throughout the process by attending stakeholder meetings and events

### Products:

- Electronic database of key stakeholders with ongoing updates throughout the process.
- Program web page with content and links with ongoing updates throughout the process.
- Periodic updates to key stakeholder groups with meeting summaries.

#### **Task 4.2 Identify stakeholders for interviews and create interview goals, objectives and follow-up strategies. [Consultant and County]**

The goal of this task is to identify stakeholders to be interviewed and to create interview questions and goals.

#### **The Recipient shall:**

## SCOPE OF WORK

- Identify primary stakeholders such as the green energy cluster at the Economic Vitality Corporation (EVC), local renewable energy contractors, agricultural interests, landowners and environmental and open space organizations.
- Prepare strategies and an approach to stakeholder interviews. Consider group and individual interviews to elicit needed information, comments and opinions.
- Ensure that specific information and opinions are elicited from the stakeholders, including combining designation selection criteria, initial development standards for eligible renewable energy development and levels of permits needed for tiers of renewable energy development.

### Products:

- Lists of stakeholders
- Strategies for interviews

### Task 4.3 Conduct stakeholder interviews [Consultant]

The goal of this task is to gain vital information from stakeholders in order to finish policy and ordinance work.

#### The Recipient shall:

- Develop stakeholder interview guidance to elicit the useful information from stakeholders. Interviews should be structured to address the streamlining program issues directly and within the time frame of the grant.
- Interview individual stakeholders and groups of stakeholders. These stakeholders will be from the renewable energy industry, the "green energy cluster" of the local EVC, representatives of agriculture and environmental and conservation organizations. Poll stakeholders on their views of the proposed policies and ordinance standards.

### Task 4.4 Stakeholder group discussions [Consultant]

The goal of this task is to "close the loop" on the stakeholder interviews in order to enable interaction among stakeholders and possible resolution of differences in order to finish policy and ordinance work.

#### The Recipient shall:

- Select stakeholders for individual and group discussions
- Conduct facilitated group discussions between different stakeholders to identify conflicts, opportunities and possible resolutions
- Conduct follow-up individual interviews on selected key issues

### Products:

- Selected stakeholders for group discussions
- Group discussion strategies/questions
- Results of group discussions should be a part of the final outreach report (Task 4.5).

## SCOPE OF WORK

### Task 4.5 Prepare a Final Outreach report [Consultant]

The goal of this task is to gain vital information from stakeholders in order to finish policy and ordinance work.

**The Recipient shall:**

- Prepare a final report on outreach activities:
  - Summarize outreach efforts
  - Compile interview input
  - Identify common ground and conflicts
- Send final report to stakeholders with opportunity to make suggestions on how to resolve any conflicts.

**Products:**

- Stakeholder interview questions and strategies
- Final Outreach report
- Analysis of agreement, conflicts and resolution

## TASK 5 PREPARE DRAFT STREAMLINING PROGRAM

### Task 5.1 Develop a baseline of existing state and local rules, regulations and policies that address renewable energy resources. [Consultant]

The goal of this task is to develop a regulatory and policy baseline condition document.

**The Recipient shall:**

- Review state and County policies and regulations to form a baseline of applicable rules, regulations and policies. The recipient will collect, review, and assess relevant existing government planning documents prepared by the County, regional agencies (APCD) and state agencies that provide policies, programs, or regulations related to the issues to be addressed by this program. The recipient will document existing regulatory and planning frameworks for each issue, identify emerging trends, and collect data.
- Identify federal, state and local policies and regulations that need to be addressed.

**Products:**

- Memo describing the existing policy and regulatory baseline.

### Task 5.2 Prepare draft streamlining program [Consultant and County]

The goal of this task is to prepare the draft streamlining program that includes new policies, ordinances and a combining designation



## SCOPE OF WORK

### The Recipient shall:

- Prepare revised policies for the Land Use Element (Framework for Planning), Conservation and Open Space Element and the Agriculture Element that streamline renewable energy development. The COSE renewable energy policies should be grouped under their own heading and reflect the intent of this program. The Agriculture Element should be revised to recognize renewable energy development as an allowable, compatible, high priority use within the Renewable Energy (RE) combining designation, and to revise/eliminate mitigation strategies accordingly.
- Create the RE combining designation for renewable energy development. The Framework for Planning will be revised to add a new combining designation based on criteria developed with the input of stakeholders. Purpose and Character Statements will be prepared along with the description and intent of this program. The Land Use Element maps will be revised to map the new combining designation.
- Revise Land Use Ordinance Table 2-2 to reflect new allowable use status for renewable energy development. The use matrices will reflect tiers of allowable renewable energy development along with accompanying development standards. The California Planning Director's solar energy tier descriptions will be the starting point for allowable use descriptions and development standards. Stakeholder interviews will be used to fine-tune the tier standards.
- Create new Land Use Ordinance standards for development of renewable energy facilities located in the new RE combining designation using tiers 1-4 as a starting point. Development standards will include acreage and/or site disturbance limits and other standards as may be identified through the development of this program.
- As part of the EIR in Task 6, develop alternatives to the streamlining program. Alternative ordinances, RE combining designation criteria and policy changes will be studied and environmental analysis conducted for these alternatives.

### Products:

- Revised Land Use Element (Framework for Planning), Conservation and Open Space Element and Agriculture Element.
- Text and maps for new Renewable Energy (RE) combining designation.
- Revised Land Use Ordinance with revised allowable use matrices, standards for tiers of renewable energy development (tiers to be determined through outreach task).

## TASK 6 CALIFORNIA ENVIRONMENTAL QUALITY ACT

### Task 6.1 Develop a project description. [Consultant and County]

The goal of this task is a complete and accurate project description.

### The Recipient shall:

- Develop a comprehensive project description that covers all aspects of the Renewable Energy Streamlining Program. The project description will include a background section describing the goals of the CEC grant and the purpose of the proposed general plan and ordinance amendments. It will also describe the

## SCOPE OF WORK

siting criteria for renewable energy projects and the RE combining designation, as well as the project objectives, which will later be used to define alternatives to the proposed project.

**Products:**

- Written project description

### **Task 6.2 Consultation with local and state agencies including SB18 consultation process**

The goal of this task is to achieve compliance with Senate Bill18, which requires tribal consultation for specific plans and general plan amendments. The Renewable Energy Streamlining Program is subject to tribal consultation because it would involve amendments to the Land Use Element, the Agriculture Element and the Conservation and Open Space Element of the San Luis Obispo County General Plan. Early consultation with other state and local agencies will lead to early discussion of issues.

**The Recipient shall:**

- Contact the State Native American Heritage Commission (NAHC) with an official consultation request.
- Send a consultation invitation to each tribal representative identified by the NAHC.
- Meet with any tribal representatives requesting consultation to discuss their concerns, address their questions, and work towards a resolution of impacts to identified cultural places.
- Notify all previously identified tribal representatives of public hearings for the proposed project.
- Notify all applicable state and local agencies of the proposed program and ask for early input.

**Products:**

- Tribal consultation request
- Consultation invitations
- Meetings notes from tribal consultations
- Correspondence with other agencies

### **Task 6.3 Prepare Initial Study**

Based on the scope of the Renewable Energy Streamlining Program and the Recipient's experience processing similar projects, it is anticipated that the proposed project will require the preparation of an Environmental Impact Report (EIR) per State CEQA Guidelines Section 15063. The goal of the Initial Study is to focus the EIR on the project's potentially significant environmental effects.

**The Recipient shall:**

- Perform an Initial Study to determine whether or not the proposed project will result in significant environmental effects. The Initial Study will analyze the project's potential impacts in each of the environmental issue areas listed in Appendix G of the State CEQA Guidelines. CEQA requires a Lead Agency to evaluate a project's direct and reasonably foreseeable environmental effects. Although the proposed project will not have direct environmental effects, it would ultimately lead to the development of new renewable energy projects in the

## SCOPE OF WORK

county. Similar projects processed by the County have resulted in significant and unavoidable environmental impacts in areas that include, but are not limited to: aesthetics, agricultural resources, air quality, biological resources, and noise.

**Products:**

- Completed Initial Study

### **Task 6.4 Prepare and Distribute Notice of Preparation**

The goal of this task is to notify the State Clearinghouse and responsible and trustee agencies that an EIR will be prepared.

**The Recipient shall:**

- Prepare a Notice of Preparation (NOP) that describes the proposed project, affected areas of the county, and the probable effects of the project as determined through the Initial Study.
- Distribute the NOP to the State Clearinghouse, responsible and trustee agencies, neighboring counties, NAHC, and other interested parties.

**Products:**

- Notice of Preparation and responses

### **Task 6.5 Hold Scoping Meeting [Consultant]**

The goal of this task is to receive input from the public and local, state, and federal agencies on environmental issue areas and alternatives to be analyzed in the EIR. The purpose of the scoping meeting is to identify the range of actions, alternatives, environmental effects, methods of assessments, and mitigation measures to be analyzed in depth, and eliminates from detailed study those issues that are not important to the decision at hand.

**The Recipient shall:**

- Prepare an agenda for the scoping meeting. The agenda will include an overview of the EIR process, explanation of the project, preliminary scope of the EIR, and public input on the scope.
- Publish a meeting notice in the local paper and mail notices to neighboring counties, responsible agencies, potential permitting agencies, Caltrans, and other interested parties.
- Hold the scoping meeting.
- Invite stakeholders identified in Task 3.
- Take detailed notes on the comments and issues raised at the scoping meeting. Consultant.

**Products:**

- Scoping Meeting Agenda
- Public Notice
- Distribution List
- PowerPoint Presentation
- Meeting Notes

## SCOPE OF WORK

### Task 6.6 Prepare Administrative Draft EIR [Consultant]

The goal of this task is a comprehensive, accurate, and objective environmental document that fully complies with CEQA requirements.

**The Recipient shall:**

- Review the Administrative Draft EIR to be completed by Consultant. The Administrative Draft EIR will analyze the project's individual and cumulative impacts in all environmental issue areas listed in Appendix G of the State CEQA guidelines, consider a reasonable range of alternatives, and identify feasible mitigation measures to reduce the project's impacts to less than significant levels.

As a program-level environmental document, the EIR will have a broad focus; however, it will also include site-specific analyses for the areas in the county where renewable energy projects are most likely to be developed (i.e. within the proposed RE combining designations). Future applications for renewable energy projects that meet certain criteria could "tier" off this program EIR per CEQA Guidelines Section 15168(C). This could substantially reduce the processing time and cost for future renewable energy projects.

**Products:**

- Administrative Draft EIR

### Task 6.7 Prepare Draft EIR [Consultant]

The goal of this task is a Draft EIR that incorporates the Recipient's comments of the Administrative Draft EIR.

**The Recipient shall:**

- Submit one set of unified comments to the Consultant for use in revising the Draft EIR. The Consultant will complete revisions to the Administrative Draft EIR in conformance with the Recipient's comments.
- Publish a Notice of Availability of Draft EIR and mail notifications to a distribution list that includes all required parties.
- Allow at least 45 days for public comments as required by CEQA.

**Products:**

- Draft EIR
- Notice of Availability of Draft EIR
- Recipient's Comments on Administrative Draft EIR

### Task 6.8 Prepare Final EIR [Consultant]

The goal of this task is a Final EIR that includes responses to all comments received on the Draft EIR.

## SCOPE OF WORK

### The Recipient shall:

- Work with the Consultant to prepare a Final EIR that includes responses to comments (public and agency) on the Draft EIR and make any necessary revisions to the Draft EIR. The Consultant will organize all the comment letters received and review each letter to appropriately identify each comment contained within it. The individual comments will then be categorized according to their resource/issue-specific focus.
- Work with the Consultant to prepare a Mitigation Monitoring and Reporting Program for inclusion in the Final EIR as required by CEQA.

### Products:

- Final EIR
- Response to Comments
- Mitigation Monitoring and Reporting Program

### Task 6.9 Develop CEQA Findings [Consultant]

The goal of this task is a set of written CEQA findings for adoption by the Board of Supervisors.

### The Recipient shall:

- Prepare written findings for each significant effect identified in the Final EIR. Each finding will include a brief explanation of the rationale for each finding, pursuant to CEQA Sections 15091-15093 (if necessary).

### Products:

- CEQA Findings

## TASK 7 PUBLIC HEARINGS

### Task 7.1 Prepare progress reports to Commission and Board

The goal of this task is to keep the Planning Commission and Board of Supervisors informed of the program's progress.

### The Recipient shall:

- Report progress on the program to the two decision making bodies at least twice during program development. Written reports will be prepared and presented at regular meetings with notice to all stakeholders and interested parties.
- Receive direction or "mid-course" corrections from the Commission and the Board.

### Products:

- Staff reports to Planning Commission and Board of Supervisors
- Written minutes of the meetings

## SCOPE OF WORK

### **Task 7.2 Prepare for Planning Commission public hearings [County and Consultant]**

The goal of this task is to bring the completed draft program to the Planning Commission for a public hearing.

**The Recipient shall:**

- Prepare and send out public hearing notices
- Prepare a staff report(s) describing the draft streamlining program and Final EIR, together with recommendations
- Prepare presentation materials
- Present the draft program and environmental analysis to the Planning Commission, answer questions and provide a recommended action.

**Products:**

- Public hearing notice
- Staff report(s) to Planning Commission and presentation materials
- Written minutes of the meetings

### **Task 7.3 Prepare for Board of Supervisors public hearings [County and Consultant]**

The goal of this task is to bring the completed draft program to the Board of Supervisors for a public hearing and final approval.

**The Recipient shall:**

- Prepare and send out public hearing notices
- Prepare a staff report(s) describing the draft streamlining program and Final EIR, together with recommendations from the Planning Commission, including any recommended changes to the draft streamlining program
- Prepare presentation materials
- Present the draft program and environmental analysis to the Board of Supervisors, answer questions and provide a recommended action.

**Products:**

- Public hearing notice
- Staff report(s) to the Board of Supervisors and presentation materials
- Written minutes of the meetings

### **Task 7.4 Prepare Final program [County and Consultant]**

The goal of this task is to amend the streamlining program to reflect final Board of Supervisors action.

**The Recipient shall:**

## **SCOPE OF WORK**

- Revise the streamlining program as approved by the Board of Supervisors.
- Gather the minutes of the meeting, ordinances and resolutions adopted by the Board of Supervisors and make revisions to the program as approved by the Board
- Distribute final documents to interested parties and post on the Department's web site
- Advertise the availability of the Final program and EIR.

### **Products:**

- Final streamlining program
- Revised General Plan elements
- Revised ordinances
- Revised maps
- Notice of availability of the Final program and EIR



## Schedule of Products and Due Dates

Task Number	Task Name	Product(s)	Due Date
1.1	<b>Attend Kick-off Meeting</b>		
		Updated Schedule of Products	7/5/2013
		Updated List of Permits	7/5/2013
		Kick-Off Meeting Agenda (CEC)	7/5/2013
1.2	<b>Critical Project Review Meetings (LEAVE BLANK. Energy Commission staff will determine CPR dates for grant recipients.)</b>		
	1st CPR Meeting	CPR Report	<Insert Date>
		Written determination (CEC)	<Insert Date>
1.3	<b>Final Meeting</b>		
		Written documentation of meeting agreements	2/20/2015
		Schedule for completing closeout activities	2/20/2015
1.4	<b>Monthly Progress Reports</b>		
		Monthly Progress Reports	The 10th calendar day of each month during the approved term of this Agreement
1.5	<b>Final Report</b>		
		Final Outline of the Final Report	1/16/2015
		Draft Final Report (no less than 60 days before the end term of the agreement)	1/30/2015
		Final Report	3/27/2015

<b>1.6 Identify and Obtain Required Permits</b>	Letter documenting the permits or stating that no permits are required	7/12/2013
	A copy of each approved permit (if applicable)	Within 10 days of receiving each permit
	Updated list of permits as they change during the term of the Agreement (if applicable)	Within 10 days of change in list of permits
	Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)	Within 10 days of change in schedule for obtaining permits
<b>1.7 Obtain and Execute Subcontracts</b>	Letter describing the subcontracts needed, or stating that no subcontracts are required	7/12/2013
	Draft subcontracts	15 days prior to the scheduled execution date
	Final subcontracts	Within 10 days of execution
<b>2.1 Kick Off Meeting</b>	Meeting agenda	7/5/2013
	Meeting notes	7/8/2013
<b>2.2 Team Meetings</b>	Meeting agenda	Bi-weekly during the approved term of this Agreement
	Meeting notes	Bi-weekly during the approved term of this Agreement
<b>2.3 RFP for Consultant Services</b>	Request for proposals	7/12/2013
	RFP distribution list	7/12/2013
	Consultant proposals	8/9/2013
	Contract with selected consultant	8/27/2013
<b>3.1 Mapping of renewable energy resources</b>	GIS Featureclasses related to identified renewable energy resources	7/26/2013
<b>3.2 Mapping of needed infrastructure</b>	GIS Featureclasses identifying existing infrastructure related to potential renewable energy resources	7/26/2013
<b>3.3 Prepare a constraints analysis</b>	GIS based constraints map related to potential renewable energy resources	7/26/2013
<b>3.4 Establish criteria for renewable energy development solutions</b>	GIS based constraints map related to potential renewable energy resources	9/6/2013
<b>4.1 Establish an electronic e-mail list of interested parties and stakeholders, create a web page for dissemination of information and provide initial content</b>	Database of key stakeholders with ongoing updates	9/13/2013
	Program web page with content and links with ongoing updates	9/13/2013

4.2	<b>Identify stakeholders for interviews and create interview goals, objectives and follow up strategies</b>	
	Lists of stakeholders	9/20/2013
	Strategies for interviews	9/20/2013
4.3	<b>Conduct stakeholder interviews</b>	
	Meeting agenda	9/30/2013
	Meeting notes	10/1/2013
4.4	<b>Stakeholder group discussion</b>	
	Stakeholder interview questions and strategies	9/30/2013
	Final outreach report	10/18/2013
	Analysis of agreement, conflicts and resolution	10/18/2013
4.5	<b>Prepare a Final Outreach report</b>	
	Stakeholder interview questions and strategies	9/30/2013
	Final outreach report	10/18/2013
	Analysis of agreement, conflicts and resolution	10/18/2013
5.1	<b>Develop baseline of existing state and local rules, regulations and policies that address renewable energy resources</b>	
	Memo describing the existing policy and regulatory baseline	8/2/2013
5.2	<b>Prepare draft streamlining program</b>	
	Revised Land Use Element, Conservation and Open Space Element, and Agriculture Element	3/14/2014
	Text and maps for new Renewable Energy combining designation	3/14/2014
	Revised Land Use Ordinance with revised allowable use matrices, standards for tiers of renewable energy development (tiers to be determined through outreach task)	3/14/2014
6.1	<b>Develop environmental review project description</b>	
	Written project description	9/13/2013
6.2	<b>Consultation with local and state agencies including SB18 consultation process</b>	
	Tribal consultation request	9/18/2013
	Consultation invitations	9/18/2013
	Meeting notes from tribal consultations	11/1/2013
	Correspondence with other agencies	11/1/2013
6.3	<b>Prepare Initial Study</b>	
	Completed Initial Study	9/20/2013
6.4	<b>Prepare and Distribute Notice of Preparation</b>	
	Notice of Preparation	9/27/2013
	Notice of Preparation responses	10/25/2013
6.5	<b>Hold scoping meeting</b>	
	Scoping meeting agenda	9/20/2013
	Public notice	9/20/2013
	Distribution list	9/20/2013
	PowerPoint presentation	10/4/2013

	Meeting notes	10/4/2013
6.6	Prepare Administrative Draft EIR	
	Administrative Draft EIR	3/31/2014
6.7	Prepare Draft EIR	
	Recipient's Comments on Administrative Draft EIR	4/21/2014
	Notice of Availability of Draft EIR	5/30/2014
	Draft EIR	5/30/2014
6.8	Prepare Final EIR	
	Final EIR	9/26/2014
	Response to Comments	9/26/2014
	Mitigation Monitoring and Reporting Program	9/26/2014
7.1	Prepare progress reports to Commission and Board	
	Staff reports to Planning Commission and Board of Supervisors	At least twice during program development
	Written minutes of the meeting	Within one week after the meetings
7.2	Prepare for Planning Commission public hearings	
	Public hearing notice	9/26/2014
	Staff reports to Planning Commission	10/17/2014
	Written minutes of the meeting	10/31/2014
7.3	Prepare for Board of Supervisors public hearings	
	Public hearing notice	11/7/2014
	Staff reports to Board of Supervisors	11/21/2014
7.4	Prepare final program	
	Final streamlining program	3/20/2015
	Revised General Plan elements	3/20/2015
	Revised ordinances	3/20/2015
	Revised maps	3/20/2015

**Exhibit B**  
**Att B-1 Task Summary**

Summary Task Budget		Prime Recipient Reimbursable Costs	Major Subcontractor #1 Reimbursable Costs	Commission Reimbursable Totals	Match Funding Totals	Grand Totals
		SLO County	RFP process selection			
		<input type="checkbox"/> SB <input type="checkbox"/> MB <input type="checkbox"/> DVBE <input type="checkbox"/> None	<input type="checkbox"/> SB <input type="checkbox"/> MB <input type="checkbox"/> DVBE <input type="checkbox"/> None			
1.0	Project Administration	16,754	0	\$ 16,754.20	\$ -	\$ 16,754.20
2.0	Project Management	21,304	27000	\$ 48,304.22	\$ -	\$ 48,304.22
3.0	Mapping	12,909	12000	\$ 24,909.46	\$ -	\$ 24,909.46
4.0	Stakeholder Outreach	9,249	32400	\$ 41,648.63	\$ -	\$ 41,648.63
5.0	Streamlining Program	12,977	45000	\$ 57,977.24	\$ -	\$ 57,977.24
6.0	CEQA	20,727	394800	\$ 415,527.03	\$ 810,327.03	\$ 1,225,854.06
7.0	Public Hearings	15,631	17400	\$ 33,031.36	\$ 50,431.36	\$ 83,462.72
<b>Grand Totals</b>		<b>\$ 109,552.14</b>	<b>\$ 528,600.00</b>	<b>\$ 638,152.14</b>	<b>\$ 860,758.39</b>	<b>\$ 1,498,910.53</b>

PLEASE SEE THE INSTRUCTIONS SHEET FOR DETAILED INFORMATION ON COMPLETING THIS FORM.

If the budget forms are not filled out completely your bid/proposal may be rejected.

For these boxes, be sure to include all costs: labor (unloaded rates) and non-labor costs (fringe, overhead, general & administrative, & profit and other direct operating costs). The totals are total costs to perform each task.

**Match 2013**

Program Opportunity Notice 12-403  
Renewable Energy and Conservation Planning Grants (RECPG)

Page 7 of 14  
Exhibit B - Att B-1 Task Summary

PON-12-403  
Attachment 5

**Exhibit B**  
**Att B-2 Category Summary**

Summary Category Budget	Prime Recipient Reimbursable Costs	Major Subcontractor #1 Reimbursable Costs	Commission Reimbursable Totals	Match Funding Totals	Grand Totals
	SLO County	RFP process selection			
Direct Labor	\$ 57,602.57	\$ 519,000.00	\$ 576,602.57		\$ 576,602.57
Fringe Benefits	\$ 31,692.92		\$ 31,692.92		\$ 31,692.92
Travel	\$ 8,000.00	\$ 9,600.00	\$ 18,600.00		\$ 18,600.00
Equipment	\$ -		\$ -		\$ -
Materials/ Misc.	\$ -		\$ -		\$ -
Minor Subcontractors*			\$ -		\$ -
<b>Total Direct</b>	<b>\$ 95,295.49</b>	<b>\$ 528,600.00</b>	<b>\$ 623,895.49</b>	<b>\$ -</b>	<b>\$ 623,895.49</b>
Indirect Overhead	\$ 14,256.64		\$ 14,256.64		\$ 14,256.64
General & Administrative			\$ -		\$ -
<b>Total Indirect</b>	<b>\$ 14,256.64</b>	<b>\$ -</b>	<b>\$ 14,256.64</b>	<b>\$ -</b>	<b>\$ 14,256.64</b>
<b>Grand Total</b>	<b>\$ 109,552.13</b>	<b>\$ 528,600.00</b>	<b>\$ 638,152.13</b>	<b>\$ -</b>	<b>\$ 638,152.13</b>

PLEASE SEE THE INSTRUCTIONS SHEET FOR DETAILED INFORMATION ON COMPLETING THIS FORM.  
 If the budget forms are not filled out completely your bid/proposal may be rejected.

Direct Labor = unloaded rates X number of hours (Att B-3)

(\*1) A "Minor Subcontractor" is any subcontractor receiving less than \$100,000 or 25% (whichever is less) of the Commission Fund

42

**Exhibit B  
Att B-3 Prime Labor Rates**

**Attachment 5**

**SLO County**

Time intervals from the start of the project through the Contract Term End Date. (Use your organization's Fiscal Year start / end dates.)		Projected Hourly Unloaded Rates (\$)*								<1r	Total Hours Worked
		Contractor is a UC or DOE entity, salary identified will be unloaded Monthly>									
		From:	6/24/13	From:	6/22/14	From:		From:			
		To:	6/22/14	To:	6/21/15	To:		To:			
Name	Job Classification/Title	(\$) Unloaded Maximum Rate		(\$) Unloaded Maximum Rate		(\$) Unloaded Maximum Rate		(\$) Unloaded Maximum Rate			
James Caruso	Senior Planner	\$ 39.50		\$ 39.50							
Airlin Singewald	Planner III	\$ 35.82		\$ 35.82							
Kami Griffin	Assistant Planning Director	\$ 58.64		\$ 58.64							
Lynda Auchinachie	Agriculture Inspector	\$ 37.68		\$ 37.68							
Wes Drysdale	Admin. Svcs. Mgr.	\$ 40.54		\$ 40.54							
Mike Wulkan	Supervising Planner	\$ 42.98		\$ 42.98							
Jeff Legato	Mapping Spec. III	\$ 35.72		\$ 35.72							
Trevor Keith	Senior Planner	\$ 39.50		\$ 39.50							
Ellen Carroll	Environmental Quality Coordinator	\$ 52.19		\$ 52.19							
Steve McMasters	Supervising Planner	\$ 42.98		\$ 42.98							
Jennifer Jimenez	Mapping Spec. I	\$ 25.21		\$ 25.21							

\* Actual billable rates cannot exceed the rates specified in this exhibit.

\* Rates listed must be unloaded rates (that is, before fringe benefits, overhead, G&A or Profit). These rates must reflect the highest salary or wage rate that is actually paid to the employee.

PLEASE SEE THE INSTRUCTIONS SHEET FOR DETAILED INFORMATION ON COMPLETING THIS FORM.

If the budget forms are not filled out completely your bid/proposal may be rejected.

March 2013

Program Opportunity Notice 12-403  
Renewable Energy and Conservation Planning Grants (RECPG)

Page 9 of 14  
Exhibit B - Att B-3 Prime Labor Rates

PON-12-403  
Attachment 5

## Attachment 5

[illegible]

\* Rates listed must be unloaded rates (that is, before fringe benefits, overhead, G&A or Profit). These rates must reflect the highest salary or wage rate that is actually paid to the employee.

**Unhide additional Subcontractor sheets as necessary.**



**Exhibit B  
Att B-4 Prime Non-Labor Rates**

**Attachment 5**

**SLO County**

				Percentage Rate		
Time intervals from the start of the project through the Contract Term End Date. (Use your organization's Fiscal Year start / end dates.)				Fringe Benefits (FB)	Indirect Overhead (IOH)	General & Administrative (GA)
From:	6/24/13	To:	6/22/14	55.0200%	%	%
From:	6/23/14	To:	6/21/15	55.0200%	%	%
From:	6/24/13	To:	6/22/14		24.7500%	%
From:	6/23/14	To:	6/21/15		24.7500%	%
From:		To:		%	%	%

Note: Use the categories that you typically use in your standard business practice.

Non-Labor Rate Category	List the budget expense items to which the indirect costs or fees are applied. Use the following abbreviations: DL = Direct Labor, FB = Fringe Benefits, M = Materials/ Miscellaneous, EQ = Equipment, T = Travel, S = Subcontracts, IOH = Indirect Overhead, GA = General & Administrative
Fringe Benefits	DL
Indirect Overhead	DL
General & Administrative	

List items you include in each category (e.g., vacation, retirement plan, telephone, secretarial, rent/lease, insurance, etc.).		
Fringe Benefits	Indirect Overhead	General & Administrative
Health/Life Insurance	Copying	
Post Employment Health/Other	Maintenance Contracts	
FICA	Office Expense	
Medicare	Professional & Legal Services	
Retirement plan	Rents and Leases	
Disability Insurance	Landscape	
Unemployment Insurance	Building Maintenance	
Workers Comp	PL Insurance	
	Computer Software & Hardware	

\* Actual billable rates cannot exceed the rates specified in this exhibit.

PLEASE SEE THE INSTRUCTIONS SHEET FOR DETAILED INFORMATION ON COMPLETING THIS FORM.

If the budget forms are not filled out completely your bid/proposal may be rejected.

## Attachment 5

Time Intervals from the start of the project through the Contract Term End Date. (Use your organization's Fiscal Year start / end dates.)				Percentage Rate		
				Fringe Benefits (FB)	Indirect Overhead (IOH)	General & Administrative (GA)
From:		To:		%	%	%
From:		To:		%	%	%
From:		To:		%	%	%
From:		To:		%	%	%
From:		To:		%	%	%

Non-Labor Rate Category	<p>List the budget expense items to which the indirect costs or fees are applied.</p> <p>Use the following abbreviations:</p> <p>DL = Direct Labor, FB = Fringe Benefits, M = Materials/ Miscellaneous,  EQ = Equipment, T = Travel, S = Subcontracts,  IOH = Indirect Overhead, GA = General &amp; Administrative</p>
Fringe Benefits	
Indirect Overhead	
General & Administrative	

[illegible]

**If the budget forms are not filled out completely your bid/proposal may be rejected.**

**Exhibit B**  
**Att B-5 Direct Operating Expenses**

**Attachment 5**

Pre-approved Travel List *						
Task No.	Prime / Sub Name	Trip #	Who	Departure and Destination	Trip Purpose	Amount Commission Funds
2	Prime	2-1	Bob Williams & Jane Condor	Los Angeles to Sacramento	Kickoff Meeting	\$100
3	UC Berkeley	3-1 - 3-4	Principal Investigator & Research Assistant	Los Angeles to Mobile, AL	Four trips for PAC Meetings @ \$300 per trip	\$1,200
						\$17,800
Total:						\$17,800

\* Travel is reimbursed at state rates.

Equipment**						
Task No.	Prime / Sub Name	Description	Purpose	# Units	Unit Cost	Amount Commission Funds
Total:						\$0

\*\* Equipment is defined as having an acquisition unit cost of at least \$5,000. See instructions for more details.

44

**Exhibit B**  
**Att B-5 Direct Operating Expenses**

**Attachment 5**

<b>Material(s)/ Miscellaneous Costs</b>						
<b>Task No.</b>	<b>Prime / Sub Name</b>	<b>Description</b>	<b>Purpose</b>	<b># Units</b>	<b>Unit Cost</b>	<b>Amount Commission Funds</b>
<b>Total:</b>						<b>\$0</b>

<b>Minor Subcontractors</b>					
<b>Task No.</b>	<b>Subcontractor Legal Name</b>	<b>Purpose</b>	<b>DVBE? (Yes/No)</b>	<b>Small/ Micro Business (SB/MB)</b>	<b>Amount Commission Funds</b>
<b>Total:</b>					<b>\$0</b>

PLEASE SEE THE INSTRUCTIONS SHEET FOR DETAILED INFORMATION ON COMPLETING THIS FORM.  
If the budget forms are not filled out completely your bid/proposal may be rejected.

48

**March 2013**

Program Opportunity Notice 12-403  
Renewable Energy and Conservation Planning Grants (RECPG)

Page 14 of 14  
Exhibit B - Att B-5 Direct Operating Expenses

PON-12-403  
Attachment 5

**Board of Supervisors Resolution**

**To be added by May 1, 2013**

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## CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) WORKSHEET

The California Environmental Quality Act (CEQA) (Public Resources Code §§ 21000 et seq.) requires public agencies to identify the significant environmental impacts of their actions and to avoid or mitigate them, if feasible.<sup>1</sup> Under CEQA, an activity that may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment is called a "project." (Public Resources Code § 21065.) Approval of a contract, grant, or loan may be a "project" under CEQA if the activity being funded may cause a direct physical change or a reasonably foreseeable indirect physical change in the environment. Agencies must comply with CEQA before they approve a "project." This can include preparing a Notice of Exemption or conducting an Initial Study and preparing a Negative Declaration, a Mitigated Negative Declaration, or, if there are significant impacts, an Environmental Impact Report.

The Lead Agency is the public agency that has the greatest responsibility for preparing environmental documents under CEQA, and for carrying out, supervising, or approving a project. Where the award recipient is a public agency, the Lead Agency is typically the recipient. Where the award recipient is a private entity, the Lead Agency is the public agency that has greatest responsibility for supervising or approving the project as a whole.<sup>2</sup> When issuing contracts, grants or loans, the Energy Commission is typically a "Responsible Agency" under CEQA, which means that it must make its own CEQA findings based on review of the Lead Agency's environmental documents. If the Energy Commission is the only public agency with responsibility for approving the project, then the Energy Commission must act as the Lead Agency and prepare its own environmental documents before approving the project.

This worksheet will help the Energy Commission determine what kind of CEQA review, if any, is necessary before it can approve the award, and which agency will be performing that review as a Lead Agency. Please answer all questions as completely as possible. It may also help you to think through the CEQA process necessary for your proposed project. The Energy Commission may request additional information in order to clarify responses provided on this worksheet.

### 1. What are the physical aspects of the project? (Check all that apply and provide brief description of work, including any size or dimensions of the project).

Type of Project	Yes	No	Project Description
Construction (including grading, paving, etc.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The project is a grant agreement to revise general plan policies and ordinances.
Trenching	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

<sup>1</sup> For a brief summary of the CEQA process, please visit <http://ceres.ca.gov/ceqa/summary.html>.

<sup>2</sup> 14 C.C.R. §§ 15050, 15051. The Lead Agency typically has general governmental powers (such as a city or county), rather than a single or limited purpose (such as an air pollution control district).

New or replaced pipelines	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Modification or conversion of a facility	<input type="checkbox"/>	<input type="checkbox"/>	
New or modified operation of a facility or equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
On-road demonstration	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Paper study (including analyses on economics, feedstock availability, workforce availability, etc.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Laboratory research	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Temporary or mobile structures (skid-mounted)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Design/Planning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Other (describe and add pages as necessary)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The project is a grant agreement to revise general plan policies and ordinances.

**2. Where is the project located or where will it be located? (Attach additional sheets as necessary.)**

Address	County	Type of Work to Be Completed at Site
Various areas	San Luis Obispo	None

**3. Will the project potentially have environmental impacts that trigger CEQA review? (Check a box and explain for each question.)**

Question	Yes	No	Don't Know	Explanation
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Is the project site environmentally sensitive?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No. The project may lead to local land use policy changes only.
Is the project site on agricultural land?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No. The project may lead to local land use policy changes only.
Is this project part of a larger project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No. The project may lead to local land use policy changes only.
Is there public controversy about the proposed project or larger project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No. The project may lead to local land use policy changes only.
Will historic resources or historic buildings be impacted by the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No. The project may lead to local land use policy changes only.
Is the project located on a site the Department of Toxic Substances Control and the Secretary of the Environmental Protection have identified as being affected by hazardous wastes or cleanup problems?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No. The project may lead to local land use policy changes only.
Will the project generate noise or odors in excess of permitted levels?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No. The project may lead to local land use policy changes only.
Will the project increase traffic at the site and by what amount?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No. The project may lead to local land use policy changes only.

**4. Will the project require discretionary permits or determinations, as listed below?**

Type of Permit	No	Modified	New	Approving Agency	Reason for Permit, Summary of Process, and Anticipated Date of Issuance
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Air Quality Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Water Quality Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Conditional Use Permit or Variance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Building Expansion Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Hazardous Waste Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Rezoning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Authority to Construct	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Other Permits (List types)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	San Luis Obispo County	General plan and ordinance amendments

**5. Of the agencies listed in #4, have you identified and contacted the public agency who will be the lead CEQA agency on the project?**

☒ **Yes.** Provide the name of and contact information for the lead agency.

James Caruso  
San Luis Obispo County  
979 Osos Street, Room 200  
San Luis Obispo, CA 93408  
805 781-5702

☐ **No.** Explain why no contact has been made and/or a proposed process for making contact with the lead agency.

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6. Has the public agency prepared environmental documents (e.g., Notice of Exemption, Initial Study/Negative Declaration/Mitigated Negative Declaration, Environmental Impact Report, Notice of Determination) under CEQA for the proposed project?

☒ Yes.

Please complete the following and attach the CEQA document to this worksheet. (For "Not a project," the title of the document may be an e-mail, resolution, or letter.)

Type of Environmental Review	Title of Environmental Document	State Clearinghouse Number	Completion Date	Planned Completion Date (must be before approval of award)
"Not a project"		N/A		N/A
Exempt (Resolution of public agency or Agenda Item approving Exemption)		N/A		N/A
Exempt (Notice of Exemption)	Categorical Exemption (Class 6)	N/A		May 1, 2013
Initial Study				
Negative Declaration				
Mitigated Negative Declaration				
Notice of Preparation				
Environmental Impact Report				

Master Environmental Impact Report				
Notice of Determination				
NEPA Document (Environmental Assessment, Finding of No Significant Impact, and/or Environmental Impact Statement)				

☐ **No.** Explain why no document has been prepared. Propose a process for obtaining lead agency approval and estimated date for that approval (must occur before the Energy Commission will approve the award).

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**Certification:** I certify to the best of my knowledge that the information contained in this worksheet is true and complete. I further certify that I am authorized to complete and sign this form on behalf of the proposing organization.

Name: James Caruso  
Title: Senior Planner

Signature: James Caruso

Phone Number: (805) 781-5702

Email: jcaruso@co.slo.ca.us

Date: April 9, 2013